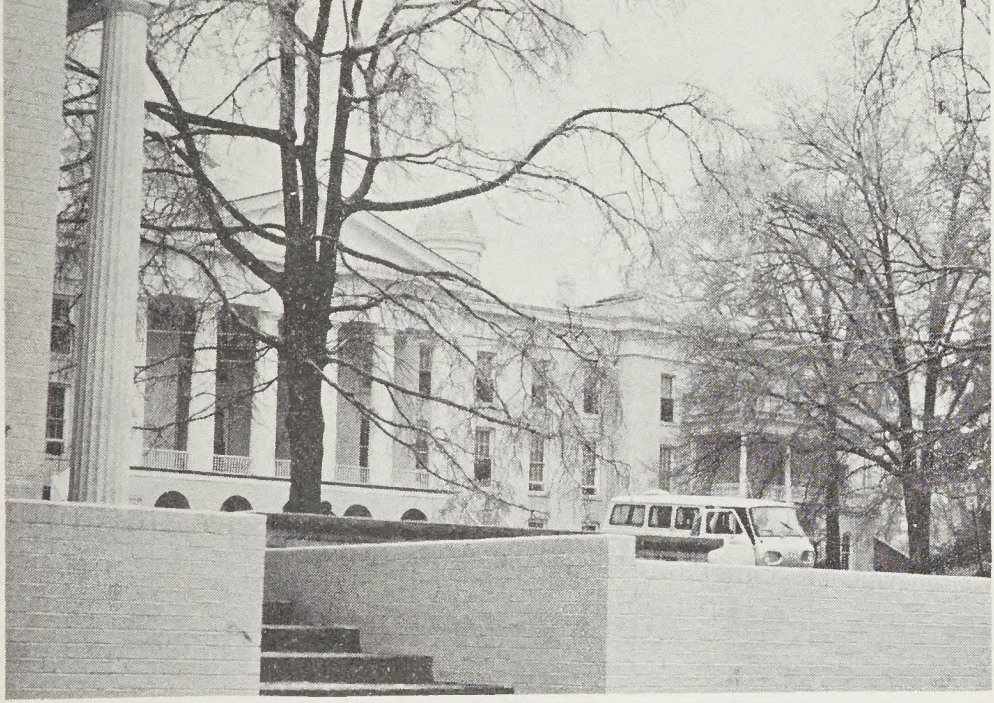
71-72

MITCHELL COLLEGE

STUDENT UNION BUILDING

STUDENT HANDBOOK

1971-1972



THE STUDENT HANDBOOK
1971-1972

EDITORAL COMMITTEE

Karen McHone ..... *President, Phi Theta Kappa*
Debbie Stikeleather ..... *Vice-President, Phi Theta Kappa*
Susan Ramsey ..... *Member of Phi Theta Kappa*
Miss Daphne Helms, Miss Martha Linney ..... *Sponsors*

MITCHELL COLLEGE
Statesville, North Carolina

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I. ACADEMIC CALENDAR 1971-72

Fall Semester

August 29, Sunday ..... Dormitories open
Aug. 30—Sept. 1, Mon., Tues., Wed. ..... Orientation & registration
September 2, Thursday ..... First day of classes
November 25—November 28 ..... Thanksgiving holidays
December 17, Friday ..... Semester ends

Interim

January 3, Monday ..... First day of classes
January 28, Friday ..... Interim ends

Spring Semester

January 30, Sunday ..... Dormitories open
Jan. 31—Feb. 2, Mon., Tues., Wed. ..... Orientation & registration
February 3, Thursday ..... First day of classes
March 24—April 2 ..... Easter vacation
May 19, Friday ..... Semester ends
May 20, Saturday ..... Commencement

FALL BASEBALL SCHEDULE

Sept.	4—Campbell College	H—2:00 & 7:00 P. M.
	8—Winston-Salem Pond Giants	H—7:30 P. M.
	10—Pfeiffer College	A—3:00 P. M.
	11—Sandhills Com. College	H—2:00 & 7:30 P. M.
	12—Winston-Salem Pond Giants	A—2:30 P. M.
	13—Belmont Abbey College	H—7:30 P. M.
	15—Sandhills Com. College	A—1:30 P. M.
	17—Pfeiffer College	H—7:30 P. M.
	19—Appalachian State Univ.	A—1:30 P. M.
	22—Elon College	A—3:00 P. M.
	23—Belmont Abbey	A—2:00 P. M.
	25—Appalachian State Univ.	H—7:30 P. M.
	28—Elon College	H—7:30 P. M.
	29—High Point College	A—1:30 P. M.
Oct.	2—High Point College	H—2:00 & 7:30 P. M.

BASKETBALL SCHEDULE

NOVEMBER

23—*Spartanburg Junior College	Home
24— Winsalm College	Away
26 & 27—Louisburg College Tournament	Away
29—*Anderson Junior College	Away
30—*Spartanburg Junior College	Away

DECEMBER

4— Rowan Technical Institute	Home
6— Furman University Freshmen	Away
8— Catawba Valley Technical Institute	Home
13— Surry County Community College	Away
15—*Lees-McRae College	Home

JANUARY

5— Winsalm College	Home
8—*Anderson Junior College	Home
10—*Wingate College	Away
12—*Brevard College	Home
15—*Lees-McRae College	Away
20—*Montreat-Anderson College	Home
22— Wilkes Community College	Away
26—*North Greenville Junior College	Home
29— Rowan Technical Institute	Away
31—*North Greenville Junior College	Away

FEBRUARY

2— Surry County Community College	Home
3—*Brevard College	Away
9— Wilkes Community College	Home
10— Gaston College	Away
14— Gaston College	Home
19—*Montreat-Anderson College	Away
21—*Wingate College	Home
24, 25, 26—Conference Tournament	Away

All home games to be played at Statesville Senior High School or D. Matt Thompson Junior High School.

* Denotes Western Carolinas Junior College Conference Games

FOREWORD

MITCHELL COLLEGE AND YOU

While Mitchell College exists for you, it also exists for all other students. Such an existence, then, implies a spirit of community living, a spirit of men and women living in harmony with one another.

Mitchell College is proud of its new systems approach in which each student is given much more personal attention. Faculty members, staff members, and administrators are dedicated to providing an atmosphere of understanding and cooperation.

If you are having difficulty wth a subject, do not hesitate to approach individual professors for help. There is a deep concern on the part of the faculty for the welfare of each student.

A meeting with your academic advisor should be arranged early. You should also consult him frequently throughout the year. Along with academic matters, he will be more than happy to help you with other college related problems.

All students should also take an active part in extracurricular activities. After all, college life is not all academic. These activities provide a sense of community security and accomplishment necessary for self-confidence and maturity. Therefore, these activities are an important part of community living.

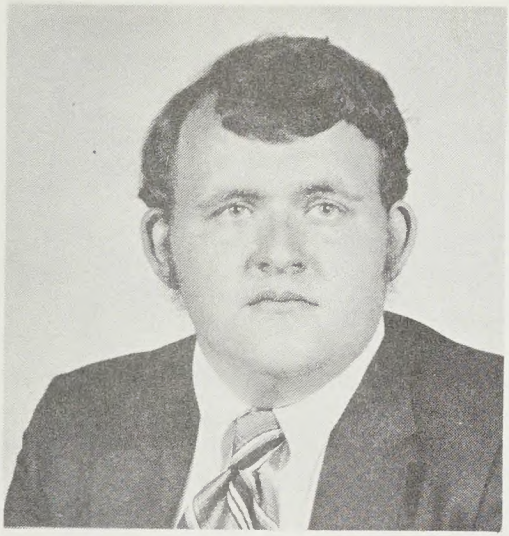
A MESSAGE FROM THE PRESIDENT

Welcome to Mitchell College for the 1971-72 academic year. It is hoped that your stay here will be enjoyable and meaningful in every way.

This booklet will assist you in understanding the role you are assuming as a member of the Mitchell Community. Opportunities, privileges, responsibilities, and procedures are set forth to help you make decisions regarding your involvement in college life at Mitchell.

Extra-curricular activities are an extremely important part of your college experience. The extent to which you profit from college is dependent upon the extent of your involvement in college life. As such, my charge to you is to "get involved."

B. R. Herrscher

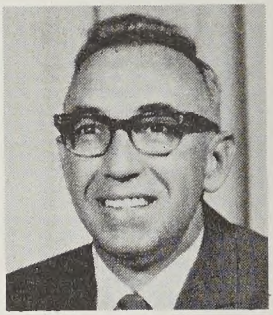


On behalf of the Student Council, I want to welcome you to Mitchell College. I sincerely hope that your stay will be a most successful one. I want to invite each of you to take a active part in your Student Government.

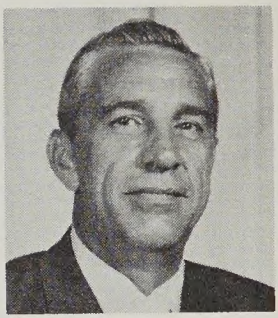
We have been elected to serve the student body, so if there is anything that we can do to help you, please do not hesitate to call on us.

Again, let me say welcome to our campus. I extend the best wishes to you for the school year 1971-1972.

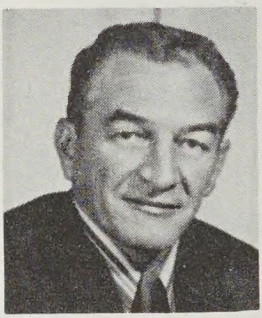
JOHN SHIVE
President, Student Council



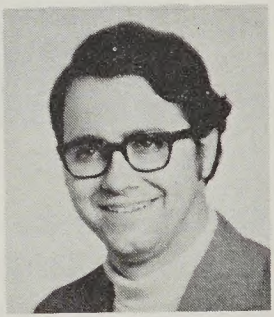
MR. BRADSHAW
Dean of the College



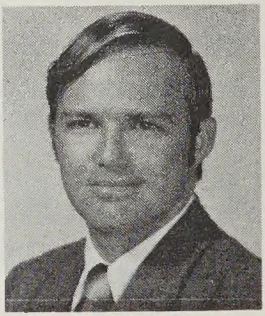
MR. SPENCER
Director of Student Activities



MR. STORIE
Director of Admissions



MR. COLQUITT
Director of Student Union



MR. MEYERS
Director of Housing
Co-Director of Intramurals

MITCHELL COLLEGE EXECUTIVE BOARD

J. P. Huskins, *Chairman*
W. W. Rader, *Vice-Chairman*
C. P. Middlesworth, *Secretary*
J. F. Frank
Maury Gaston

ALMA MATER

(Mitchell College song before 1949-1950)

Here's to our Alma Mater
To thee we sing.
Now all together,
Let's make Mitchell ring.
Lessons learned at Mitchell,
Will leave their seal,
And friendships formed there are true as steel.
Good luck to dear old Mitchell.
To you we are true.
May skies above you, forever be blue.
'Gainst the task before us
We will prevail.
Three cheers for Mitchell,
M.C. we hail.

II. ACADEMIC REGULATIONS

A. Grade Scale

A	Excellent	4 quality points per semester hour
B	Good	3 quality points per semester hour
C	Fair	2 quality points per semester hour
D	Passing	1 quality point per semester hour

B. Student Classification—In order to be classified as a sophomore, you must have earned at least 24 academic hours and 48 quality points for an overall average of 2.0. To graduate, you must have earned at least 60 academic hours and 124 quality points for an overall average of 2.0.

C. Student Load—For a full-time student, the minimum load is 12 semester hours per semester. In order to qualify for a full-time GI status, veterans must register for 12 or more semester hours. The normal load for a freshman student is 16 or 17 semester hours. A student may register for more than 18 hours only with the written consent of his faculty advisor and the Dean.

D. Dean's List—All regular students who have made an academic average of 3.30 or higher and are carrying 12 or more semester hours will be placed on the Dean's List at the end of each semester.

E. Attendance Policy—The attendance policy will be decreed and administered by each individual teacher. Attendance will be expected at all assembly programs.

F. Withdrawal Procedure—In order to withdraw from school a student must fill out a withdrawal form from

the Dean's office where he will receive further instructions for checking out at the business and registrar's office.

LIBRARY, STUDENT UNION AND ADMINISTRATION BUILDINGS

III. MITCHELL COLLEGE LIBRARY PROCEDURE

The library has over 19,000 volumes, completely catalogued, using the Dewey Decimal Classification System.

A. SCHEDULE

Monday—Thursday	8 A.M. — 10 P.M.
Friday	8 A.M. — 5 P.M.
Saturday	9 A.M. — 1 P.M.
Sunday	6 P.M. — 10 P.M.

B. SPECIAL SERVICES

Typing Services

The Library has two (2) typing rooms for students' use. Ask for key at the circulation desk.

Copy Service

Copying services are available at minimum costs. We have a dry photo-copier and a microfilm reader-printer.

Audiovisual Center

The audiovisual center is open to all students. Tapes, recordings, slides, filmstrips, and films are available as assigned by instructors.

Interlibrary Loans

Mitchell College Library provides inter-library loan service for its faculty and students. Rules and regulations for loans are based on the Inter-library Loan Code of 1956. Ask the librarian for complete information.

Microfilm Readers

We have four microfilm readers for your use. Ask the staff for help if you need a magazine which is on microfilm.

C. POLICIES AND REGULATIONS

The library staff expects all students to conduct themselves properly in the library in an effort to maintain a

quiet study atmosphere for all. Dating, excessive and loud talking, or any thing which disturbs others, will not be tolerated.

Students are expected to return *magazines, newspapers,* and *encyclopedias* to their proper places after use. If you are not certain of the proper place, leave them on the circulation desk.

Any books removed from shelves on the second floor and not checkd out at the circulation desk should be left at the desk on that floor. Do not attempt to reshelve them. The staff will take care of this.

Smoking is prohibited in the building, *except in the informal reading room* and the *rest rooms.*

D. CIRCULATION

Books from the stacks may be kept on loan for *fourteen* days and may be renewed unless a reserve slip has been attached to the card. This rule applies to ALL students. If a book from the library should be misplaced or lost, please report the fact to the Circulation Department as soon as possible so that the librarian can help locate the book.

For the borrowers' convenience all books are stamped with the date due in the back of the book. Borrowers should keep this date in mind, and when books are kept overdue, should pay fines without having to be notified.

As a matter of courtesy a notice is sent when a book is one day overdue. The *fine for an overdue fourteen day book is five cents per day,* or part thereof. LOST BOOKS MUST BE PAID FOR AND ALL FINES PAID BEFORE

THE END OF EACH SEMESTER. Any student having a book overdue or lost or owing a fine at the end of the semester will not receive his grades until books are returned and fines paid.

E. RESERVE BOOKS

1. Reserve books are selected from books in the general collection and placed on reserve at the request of the faculty for limited circulation.
2. Reserve books shall be loaned to Mitchell students only for 1 hour during the school day and for overnight at 4 P.M., Monday - Thursday, and 12 Noon, Friday. (Due Monday at 9 A.M.) Books taken out overnight are due at 9 A.M. the following morning. No one will be allowed to take books for overnight before hours stated without permission from the instructor who has placed the book on reserve. Instructors may request that certain books not be checked out overnight. These will have special notes on them. Overdue fines for reserve books: 5 cents each *hour.*
3. Students must ask for all reserve materials at the circulation desk and must sign for each item. The notebook which is kept at the desk is for the student's use in asking for books desired.

F. INDIVIDUAL RESERVES

Books in regular circulation may be held for individuals. A Reserve Slip, with your name and address on it, may be attached to the card for the desired book. A notice will be sent when the book comes in, and it will be held for you for two days.

The library staff will be happy to help you in locating materials and using the various indexes. Let us know if you need help; we can't help if we don't know you have a problem.

IV. MITCHELL COLLEGE PARKING REGULATIONS

NOTE: The traffic regulations are established for the purpose of controlling the traffic flow into and out of the campus, providing for the safety of persons on a campus where roads must also serve as pedestrian thoroughfares, and to insure maximum utility of all available parking space. They are for the mutual benefit of students, faculty and visitors. By your adherence to these regulations we can eliminate a problem.

1. All student and faculty vehicles that are to be operated on campus must be registered in the Office of Student Activities, and the sticker must be displayed on the rear bumper of the vehicle.

2. All full-time, part-time, special, day and night students enter from Race Street and Cherry Street entrance to campus parking lot. Students are requested to not use the East (front) entrance between the hours of 7:30 A.M. and 6:30 P.M.

3. Faculty and visitors enter from Broad Street entrance to campus, and park in only areas designated for faculty parking area.

4. Students park only in areas designated for student parking.

5. Parking is prohibited in driveways, adjacent to fire hydrants and dumpsters.

6. Students should not park in faculty parking area and visitors area. This includes the spaces in rear of the library.

7. Vehicles should be parked within the confines of the marked spaces only.

8. Students are not guaranteed a parking space. Parking will be on a first come, first served basis. The individual is responsible for finding a parking space elsewhere if all on campus parking spaces are in use.

NOTE: Students receiving violations should pay fines in the Business Office within one (1) week or fines will be doubled.

First Offense—Courtesy ticket, no fine.
Second Offense—$2.00
Third Offense—$4.00

V. STUDENT ORGANIZATIONS

Student Council

John Shive, *President*
Daphne Helms, *Sponsor*

The Student Council is one of the governing bodies on the Mitchell College Campus. This organization gives the student body a chance to voice its opinions. An opportunity for the development of responsible leadership and citizenship is also given through this organization.

Honor Council

The Honor Council, composed of three students elected by the student body, supervises the application of the Honor Code and counts the ballots in all student elections.

Two members are chosen in the spring, and one is elected from the freshman class in the fall.

Phi Theta Kappa

Karen McHone, *President*

Miss Martha Linney and Daphne Helms, *Sponsors*

Phi Theta Kappa is a national junior college honorary scholastic fraternity that established the Nu Tau Chapter at Mitchell College in 1965. The Nu Tau Chapter requires that its members have a 3.3 cumulative grade point average for a freshman and a 3.2 cumulative grade point average for a sophomore, a good moral character and recognized qualities of citizenship. New members are usually inducted in both the fall and spring.

Sigma Pi Alpha

---------- *President**

Mrs. Terman, *Sponsor*

The Sigma Pi Alpha is a national honorary language fraternity open to students making a high scholastic average in foreign language study. Its main purposes are to stimulate an interest in foreign languages, to help students acquire a more intimate knowledge of the people whose language is being studied, and to make a contribution toward a better understanding between their country and ours. New members are inducted in both the spring and the fall.

Social Science Club

---------- *President**

Mrs. Doris B. Pickett, *Sponsor*

Made up of representatives from the entire student

body, the Social Science Club's purpose is to stimulate interest in social sciences and related activities.

Circle K Club

Dan Roth, *President*
James Storie, *Sponsor*

This service organization sponsored by the Statesville Kiwanis Club renders services to the school, to the community, and to the local Kiwanis Club. This organization is open to young men only. The members are chosen for their overall scholastic average and their contribution to their fellow students.

K-ettes

Mary Guillet, *President*
Daphne Helms, *Sponsor*

The K-ettes of Mitchell College has just been organized in the winter of 1971. This organization is the sister club of the Mitchell College Circle "K" and is sponsored by them. The members of this organization are also chosen on the basis of their scholastic averages and their contribution to their fellow students.

Mitchell College Choir

Ken Bradshaw, *Director*

Through the study and singing of the finest choral music, the choir hopes to develop a better understanding of music. Along with performing a Christmas program, a formal spring concert, and an operetta the choir participates in other activities, such as directing the singing for sacred programs and participating in the May Day activities.

Mitchellaires

Ken Bradshaw, *Director*

This is the male chorus group composed for young men with special interest and ability in singing. They perform at various college and community functions. They have established a reputation as being an outstanding performing group.

Mitchellettes

Ken Bradshaw, *Director*

This is the female chorus group comprised of young women who have special abilities in singing. Because it is a very popular group in this area, it has established the reputation of being outstanding as a polished vocal group.

Physical Education Club

---------- *President**

Mr. Meyers and Miss Darlington, *Sponsors*

The purpose of this club is to give the members an opportunity to learn about health and physical education as a possible major or area of employment. This club is open to all students with a special interest in the fields of health and physical education.

Student Christian Association

---------- *President**

Dr. Richard Morgan, *Sponsor*

This association fosters and directs the student religious activities at Mitchell College. This club sponsors the regular worship services, which are usually held two nights during the month. It also sponsors an occasional vesper

program and a retreat. Various speakers are also brought in by this organization for other types of meetings.

Young Democrat Club

---------- *President**

---------- *Sponsor*

All students who are interested in learning more about government, politics, and the Democratic Party are invited to join the Young Democrat Club. The members of this organization are given many opportunities to meet people and learn more about our democratic form of government.

Afro-American Association

---------- *President**

---------- Sponsor

This newly organized club is open to all students of Mitchell College who are interested in improving the relationships between the different races. Different speakers are present at each meeting to attempt to solve the cultural and social differences.

VI. PUBLICATIONS

The Circle

Rose Gardin, *Editor*

Mrs. Jane Chilton, *Sponsor*

The Circle is the name given to the Mitchell College annual. It is published by the student editor and staff for the purpose of keeping alive the memories of Mitchell by the recalling of persons and activities of the year.

Pen and Sword
Ben Dobson, *Editor*
Mr. Colquitt, *Sponsor*

The College newspaper is financed by the Student Council without the aid of advertisements. The name of the paper was changed last year from *Campus Comments*. The paper is published periodically during the school year by a newspaper staff.

VII. STUDENT INFORMATION

A. Cafeteria Hours — The cafeteria hours are as follows:

Monday — Thursday
Breakfast: 7:30-8:15
Lunch: 12:00-1:00 (one line opens at 11:45)
Dinner: 5:00-6:00

Friday
Breakfast: 7:30-8:15
Lunch: 12:00-1:00 (one line opens at 11:45)
Dinner: 5:30-6:00

Saturday
Breakfast: 8:30-9:00
Lunch: 12:00-12:30
Dinner: 5:30-6:00

Sunday
Breakfast: 8:30-9:00
Dinner: 12:15-1:00
Supper: 5:30-6:00

* New Officers elected in the fall

B. Bookstore Hours—The school bookstore, located in the student lounge on the first floor of the Main Building will be open from 1:00—4:00 P.M. on the first day of registration and will remain open the first three weeks of each semester from 9:00—11:30 A.M. and from 1:30—4:30 P.M.

C. Transcripts—Only upon the written request by the student involved are transcripts sent. These request forms are available in the Recorder's Office upon request. The first transcript is furnished without charge by the Recorder's Office. For each additional transcript, there is a charge of $1.00.

D. Payments—There are two different plans which are used to pay all tuition fees at Mitchell:

Plan A—All tuition fees are due on or before the day of registration each semester.

Plan B—On this plan, a down payment of $500.00 for dormitory students or $200.00 for day students must be made on or before the day of registration each semester. The balance must be paid in two monthly payments each semester.

E. Financial Aid—Students desiring assistance in planning their financial program should contact the Director of Admissions.

F. Mail Procedure—Upon arrival, each resident will be assigned a mail box in the Student Union Building. A deposit of $1.00 is required for the key. This deposit is

refundable only after the return of the key either at the end of the academic year or upon withdrawal. Mail box keys may not be duplicated by students. If a key is lost, report the loss immediately to the Student Activities office. A duplicate key will be obtainable upon payment of an additional $1.00 charge.

G. Change of Address — If a student's address changes, he should notify the Recorder's Office of the change as soon as possible.

H. Check Cashing—Checks may be cashed in the Business Office, Monday through Friday, from 10:00 A.M. to 12:00 Noon.

I. Lost and Found — Lost articles can be reported to the Student Activities Office. Also, articles which are found can be brought to the Student Activities Office.

J. Intramurals—A complete program of intramurals is available including basketball, touch football, free throw shooting, badminton, volleyball, horseshoe pitching, and any other activity that students' interests justify. To participate, sign up in the Director of Student Activities Office in the Main Building.

K. Health Service—If you become sick or injured, notify your Dormitory Hostess as quickly as possible. If hospitalization is required or other circumstances are warranted, the Dormitory Hostess will notify the Director of Student Activities who will, in turn, notify your parents or guardians. Day students, in the event of extreme illness, must have their parents contact the Director of Student Activities.

VIII. RULES AND REGULATIONS

A. STUDENT CONDUCT AND COLLEGE REGULATIONS

All students at Mitchell College are considered to have reached the age of responsibility and discretion. Their conduct, both in and out of college, is expected to be dignified and honorable. Policies and regulations governing student conduct are formulated by the Board of Trustees, the faculty of the College, and the Student Council. Each student is expected to obey the following regulations:

1. The filing of an application for admission shall be regarded as both an evidence and a pledge that the applicant accepts the standards and the regulations of Mitchell College and agrees to abide by them.

2. It is expected that each student will live in harmony with the spirit of the college and according to its regulations.

3. The college reserves the right to ask for the withdrawal of any student who refuses to adjust to these standards or who harmfully influences another student.

4. Damage to college buildings or property will be charged to the one responsible for the damage, with payment to be made to the Business Office.

5. Gambling or the use of intoxicants in any form on campus is absolutely forbidden.

6. Each student, by the act of registering, obligates himself to obey all rules and regulations of the college.

All matters requiring disciplinary action will be referred and carried out by the disciplinary board—a joint student, faculty, and administration committee.

B. INFORMATION AND RULES OF CONDUCT FOR THE DORMITORY RESIDENTS

Residence facilities are provided for women students of Mitchell College at the Main Dormitory, Annex House, Frazier House, and in the Vance Hotel where residence space is contracted for by the College.

Residence facilities are provided for male students in the Men's Dormitory and in private homes where residence space is contracted for by the College.

These residence halls are operated under the concept that all residents are ladies and gentlemen and scholars capable of self-government and that their reason for being at Mitchell College is to obtain a higher education. It is sincerely hoped for by the Administration and the Faculty that the group living experience will provide an opportunity for the development of long lasting friendships. In the accomplishment of this worthwhile objective, sincere respect for the rights of others should be observed at all times.

C. GENERAL INFORMATION

1. *Room Assignments:* Room assignments are made by the Director of Student Activities. In most cases such

assignments are made arbitrarily. There is no objection to students changing rooms or roommates provided the Dormitory Hostess or Faculty Resident is notified in advance and he or she concurs. As soon as a change in rooms is made, it is necessary that all students concerned go immediately to the Student Activities Office and make the changes known to the Director.

2. *Keys:* Room keys may be obtained from the Student Activities Office. A deposit of $1.00 is required for each key. ($2.00 for the Vance). This deposit is refundable at the end of the academic year or upon withdrawal. Room keys should not be duplicated by students. If a key is lost, report the loss immediately to the Student Activities Office. A duplicate key will be issued upon payment of an additional deposit.

3. *Payment of Fees:* All monetary matters are to be transacted with the Treasurer. Settle your financial accounts in the Business Office.

4. *Sickness or Injury:* If a student becomes ill or suffers an injury, the Faculty Resident or Dormitory Hostess should be notified as quickly as possible. If hospitalization is required or other circumstances warrant, the Dormitory Hostess will notify the Director of Student Activities who will in turn notify the parents or guardians.

5. *Withdrawal:* If a resident desires to withdraw, the Dormitory Hostess or Faculty Resident should be notified. The withdrawal procedure will be explained.

D. HOUSE GOVERNMENT

1. *Dormitory Hostesses and Faculty Resident:* A. Will furnish liaison between the Administration and Faculty of Mitchell College and the residents. B. With the assistance of such staff help as may be provided, will be caretaker and custodian of the building and facilities of the dormitory concerned. C. Will serve the students in any way possible.

2. *Representative, Student Council:* Resident students are provided representation on the Student Council. Representatives are elected by majority vote of the residents in each grouping. Elections will be held not later than October 1st for the first semester and no later than February 15th for second semester.

3. *Committees:* The Dormitory Hostess and Faculty Residents shall have the authority to appoint such committees as they deem necessary to provide service to the other residents and discharge such administrative tasks as may be assigned.

E. FACILITIES

1. *Mail:* Upon arrival, each resident will be assigned an individual mail box in the Student Union Building. Please use this address while at Mitchell College.

2. *Telephones:* Telephones are available for incoming and outgoing calls. On arrival, residents are requested to furnish parents or guardians with the telephone number for their convenience in case of emergency.

3. *Linen Service:* Residents are charged a fee for linen service. This fee is not refundable except upon withdrawal. All residents will be furnished clean linen each week which includes two (2) sheets, and one (1) pillow case.

4. *Storage Space:* Storage space is extremely limited and in most cases not available. Residents should plan their wardrobe carefully and avoid bringing extraneous articles to campus. Lightweight luggage is strongly recommended. Residents should clearly label their personal articles.

5. *Recreation Facilities:* Recreational facilities are limited at all dormitories; however, all residents are invited to make use of those available. Additionally, the gymnasium and Student Union Building are available during most hours.

6. *Parking:* All student automobiles operated on campus must be properly registered in the Student Activities Office. Residents operating automobiles are asked to conform to all college traffic regulations and city ordinances.

7. *Washers and Dryers:* Washers and dryers are available to all on campus residents.

8. *Meals:* All dormitory residents are provided Food Service at the cafeteria located in the Student Union Building. Meal hours will be posted.

9. *Overnight Guests:* With the approval of the Dormitory Hostess or Faculty Resident, residents are authorized to have overnight guests by obtaining the concurrence of the person in whose room the guest is to stay. All guests are expected to conform to the dormitory regulations.

F. RULES OF CONDUCT

1. For safety, sanitation, and legal reasons, the following actions or possessions are prohibited:

a. Use or possession of alcoholic or malt beverages on campus.

b. Use or possession of drugs not prescribed by a physician.

c. Gambling in any form.

d. Possession of chemicals, fireworks, firearms and knives.

e. Use of outside radio antennae, electrical cooking appliances including heating coils, coffee pots, and refrigerators.

2. To show due respect for the rights of fellow residents and to maintain an atmosphere conducive to academic excellence, the following actions by all residents are necessary:

a. *Radios and Record Players:* may be played at low volume provided there is no objection from residents living in the immediate area. Use of external speakers is not authorized.

b. *Television:* Television sets are provided in the living rooms. Dormitory Hostesses may specify hours. Individual TV sets are authorized except in the Vance Hotel.

c. *Musical Instruments:* Musical instruments may be kept in the dormitories but should be played elsewhere.

d. *Horseplay:* As previously stated, each resident is assumed to be a scholar. All dormitories are operated as a place of residence where students may live together in harmony with a zeal for academic excellence. Based on this concept, horseplay, pranks, and childish mischief has no place. Each resident is expected to govern himself accordingly.

3. *Quiet Hours:* An atmosphere conducive to study is to be maintained at all times. Each resident should conduct himself in such a manner that his actions will not hinder a fellow resident who is sleeping or studying.

G. CARE OF ROOMS

1. *Cleanliness and Neatness:* Residents are individually responsible for the cleanliness and neatness of their rooms.

2. *Damage:* Each room and its furnishings are in good condition when they are made available to the residents. Each resident is responsible for maintaining the room and furnishings in the same condition. This also applies to hallways and bathrooms. Any abnormal wear, breakage, or damage will be charged to the student or students responsible.

H. CLOSING HOURS (Women)

Closing hours for all Women's Residence Halls will be:

Sunday through Thursday — 11:00 P.M.

Friday and Saturday — 1:00 A.M.

I. SPECIFIC REGULATIONS

Detailed regulations as necessitated by the physical accommodations of the various dormitories will be furnished each student upon their arrival on campus.

IX. CONSTITUTION OF THE STUDENT BODY OF MITCHELL COLLEGE

This constitution is ordained by the student body of Mitchell College in order to provide a forum in which students may register their opinion; to provide an organization to aid in obtaining their educational goals and to provide an instrument for learning the Christian way of living in a democracy.

ARTICLE I

Officers, How Elected

Sect. 1. Officers of the student body of Mitchell College shall consist of a president, a vice-president, a secretary, and a treasurer.

Sect. 2. Any full-time student who has earned a 2.3 average shall be eligible for the office of student body president and vice-president. However, a member of the sophomore class must demonstrate valid intentions to the satisfaction of the Student Council of returning to Mitchell College for a full school year in order to be eligible.

The secretary and treasurer shall be elected from the freshman class.

Sect. 3. The president and vice-president shall be elected not more than 6 weeks and not less than 2 weeks from the end of the second semester. This means that they shall be elected in the spring and shall be installed in that office by the out-going president before he shall

graduate. The secretary and treasurer shall be elected no earlier than 4 weeks and no later than 8 weeks after school begins in September. The vice-president shall act as secretary and treasurer until they are elected in the fall.

a. Student body officers shall be elected by a secret ballot of all full-time students at Mitchell College. To be elected, a student must receive a majority of all votes cast for that office. In the case where a majority is not received, a new election shall be held and the candidate with the least number of votes shall be eliminated from the ballot.

b. Officers shall be nominated by a petition containing the signatures of 10% of the regular full-time students at Mitchell.

c. Such nominating petitions shall be placed in the hands of the student body president at least one week before the election is held, and he shall see that all such nominations are known to the student body.

d. When the secretary and treasurer are elected in the fall, the procedures shall be the same as that for president and vice-president.

ARTICLE II

Members of the Student Council, How Elected

Sec. 1. Each part of the student life at Mitchell College shall be represented on the Student Council.

Sect. 2. Membership on the Student Council shall consist of a representative from any organization having a faculty advisor and having received Student Council recognition. Each organization shall have one vote in the Council.

Sect. 3. New organizations may apply for admittance by having the founders appear before the Student Council with their faculty advisor and proposed constitution and bylaws. The founders must state the organization's purpose and contribution to campus life. The Student Council will then act on the request subject to the approval of the Administration.

Sect. 4. Any organization who does not fulfill its obligation to the satisfaction of the Student Council may be deprived of its seat on the Council.

Sect. 5. Each organization shall elect its own representatives for the purpose of representing it on the Student Council no earlier than 4 weeks and no later than 6 weeks in the fall.

Sect. 6. The incumbent members of the Student Council shall meet the first week of the new school year and serve temporarily until new members are elected.

ARTICLE III

Organization

Sect. 1. The responsibility of the student body president shall be to see that the best interest of all of the students of Mitchell College is preserved within the scope of his power as president of the student body. He shall faithfully see that all rules and regulations of this constitution are executed. He shall be "ex-officio" member of all committees of the Student Council. His duty is to preside at all student body meetings when the meeting is of a student organization nature.

Sect. 2. The vice-president shall act in the absence of the president. In addition, he shall assume the duty of parliamentarian at all Student Council meetings and serve as editor of the Student Handbook for the following year.

Sect. 3. The secretary shall keep the minutes of the meetings of the Council and carry on all correspondence for the student body. In addition, he shall be responsible for posting the minutes of Council meetings in order that the entire student body be kept informed of business conducted. In the absence of the president and vice-president, the secretary shall preside at meetings.

Sect. 4. The treasurer shall act as auditor for the student body. He shall keep a record of the budget allotment to each organization and authorize each draft of money for each organization. In the absence of the president and vice-president and secretary, the treasurer shall preside at meetings.

Sect. 5. Rules for the procedure shall be determined by the Student Council.

Sect. 6. The work organization of the Student Council shall consist of committees composed of members of the council as follows:

a. A social committee shall plan and carry out social activities sponsored by the student council for the benefit of the student body. This committee shall select a suitable faculty sponsor who shall supervise the committee in carrying out the plans of the council.

b. A budget committee shall consist of the executive officers of the student body (president, vice-president, secretary, and treasurer) and the President or Director of Student Affairs as a sponsor. This committee shall submit a budget to the council and after discussing it, if it is accepted by the council and the administration, it shall then stand for that school year.

c. The employment committee shall seek to find employment for students desiring work and act as a clearing house for employers who may desire student workers.

d. Publicity committee, this committee shall publicize the plans of the student council among the student body. This committee shall be primarily responsible for such publicity on the campus and when publicity is desired for student activities off the campus then such information shall be turned over to the school publicity director.

ARTICLE IV

Duties and Responsibilities

Sect. 1. It shall be the duty of the Council to see that no part of the student body is unfairly treated in student affairs. This aim will be accomplished by providing a forum at which the students may air their grievances.

Sect. 2. It shall be the responsibility of the Student Council to listen to appeal cases from other student organizations, especially the Honor Committee. (Such appeal cases may be only addressed to the Student Council when they do not conflict with the rules laid down for the school by the Board of Trustees). Decisions in such appeal cases

shall be final when the Student Council arrives at a majority vote except in cases of the Honor Committee appeal in which case the vote must be ¾ to convict. The only means of appeal from the Student Council decisions is the administration.

Sect. 3. The chief responsibility of the Student Council is to administer to student needs as outlined in Article III, Section 5.

Sect. 4. A duty of the Council will be to set up a code of conduct for students while on campus.

Sect. 5. The Student Council may do any other thing not delegated to a specific organization and not in conflict with the best interest of the Mitchell College student body.

Sect. 6. The Student Council shall meet at least twice each school month. A simple majority of the Student Council shall be present in order to transact business. The right of voting shall be the same for executive officers as for other members of the Council except that the presiding officer shall have the right of voting only in case of a tie vote.

ARTICLE V

Acceptance and Amendment

Sect. 1. This constitution shall be declared in force when 2/3 of the student body accepts it by secret ballot, and a majority of the faculty and administration accepts it.

Sect. 2. This constitution may be amended in the following manner: An amendment may be proposed by a 2/3 vote of the Student Council or a petition signed by 20% of the student body. Amendments shall be declared in force when 2/3 of the students and a simple majority of the faculty vote for such amendment.

BYLAWS OF CONSTITUTION

1. The President of the Student Council has sole authority to sanction nominations and elections and is responsible for preparation, distribution, and collection of ballots.

2. The Honor Council shall be responsible for counting and tabulation of ballots. The Honor Council shall then place the results in the hands of the student body president, who in turn, will inform the student body.

3. Candidates are nominated by petition containing the signature of 10% of regular full-time students.

4. Any full-time student can initiate a petition and post same on the bulletin board.

5. The petition or petitions shall be placed in the hands of the Student Council President, within a minimum of one week's time before elections, and he shall assume the responsibility of informing the student body.

6. For a ballot to be official, it must bear the signature of the Faculty Advisor of the Honor Council.

7. Any officer who does not maintain a "C" average will be ineligible to serve in such capacity until the ineligibility has been removed at the end of mid-semester, or end of semester.

8. Miss Noel (the Christmas Parade Queen) and the Valentine Queen will be elected from the Freshman Class. The Christmas Queen and the May Queen will be elected from the Sophomore Class.

9. In the above mentioned elections and any other elections where specific plurality is required for election, a simple plurality of the ballots cast shall be sufficient to determine the winner and runners-up.

BYLAWS

STUDENT COUNCIL

Article I. — Name

This organization shall be known as the Student Council.

Article II. — Purpose

The purpose of the Student Council is to serve as a forum for student opinion, to appropriate funds to various student organizations, to plan and implement student activities and programs for the Student Body as a whole, and to work cooperatively with the Administration and Faculty on matters pertaining to student welfare. The Student Council is the representative organization of the Student Body at large.

Article III. — Membership

Membership in the Student Council shall consist of representatives of the student organizations, of the Freshman Class, of the Sophomore Class, and officers of the

Student Body. The Advisor shall serve as an ex-officio member. Each representative shall have one vote.

Article IV — Officers

The executive officers of the Student Council shall be the officers of the Student Body. Their election and term of office shall be prescribed by the constitution of the Student Body.

Article V. — Meetings

Sect. A. The Student Council shall meet at least twice each month during the school year at a regular time prescribed by the President.

Sect. B. Special meetings may be called by the President upon notification of all members and the Advisor.

Sect. C. A quorum shall be necessary for voting, and shall consist of a simple majority of the voting members.

Article VI. — The Executive Board

The executive officers shall constitute the Executive Board whose duties shall be to act as a steering committee for the Council as a whole, to coordinate the various functions of the Student Council, and to assist the President in the day-to-day routine business of the Council.

Article VII. — Powers and Duties of the Student Council

Sect. A. The Student Council shall establish all Student Government policies which shall be consistent with

administrative policies, and which shall be subject to the approval of the Advisor, Faculty, and Administration.

Sect. B. The Student Council shall hear and approve all committee reports.

Sect. C. The Student Council shall adopt an annual budget of expenditures for Student Organizations and the Student Council at the beginning of the school year.

Sect. D. The Student Council shall adopt an annual budget for the operation of the Council and its activities.

Sect. E. The Student Council shall be directly responsible for the general welfare of the Student Body and for the enforcement of its constitution and bylaws.

Sect. F. The Student Council shall recommend to the Administration any changes regarding policies governing student welfare or student conduct.

Article VIII. — Officers

Sect. A. Names. There shall be a president, a vice-president, a secretary, and a treasurer.

Sect. B. Qualifications. All students shall have a 2.3 minimum cumulative grade point average to be elected to office, and they must maintain a 2.0 minimum cumulative grade point average at the end of each semester while in office. The President shall hold no other major office on campus during the duration of his term of office.

Sect. C. Powers and duties of the President.

1. The President shall be the executive officer of the Student Body.

2. He shall serve as President of the Student Council.
3. He shall appoint all chairmen of standing and special committees except as provided in these bylaws.
4. He shall preside over all business, membership, and Council meetings.
5. He shall have such other powers and duties as are provided in these Bylaws.
6. He shall have the power to appoint any student body officer pro tem.

Sect. D. Powers and duties of the Vice-President.

1. The Vice-President shall assist the President in the execution of his duties.
2. The Vice-President shall assume the duties of the President in case of the temporary absence or disability of the latter.
3. He shall be responsible to the President for the coordination of all committees.
4. He shall perform such other tasks as provided for in these bylaws.

Sect. E. Powers and duties of the Secretary.

1. The Secretary shall maintain a complete and accurate record of all meetings.
2. The Secretary shall be responsible for all written correspondence of the Council.
3. The Secretary shall safely keep and keep open to the inspection of all authorized personnel all records, documents, and correspondence of the Council.

4. The Secretary shall be responsible for keeping a ledger of all Council activities.
5. The Secretary shall be required to prepare a report of all Council meetings at the end of each semester.
6. The Secretary shall perform such other tasks as delegated by the President, and shall have such other powers and duties as are provided for in these bylaws.
7. The Secretary shall appoint and be responsible for a Secretariat.

Sect. F. Powers and duties of the treasurer.

1. The Treasurer shall be responsible for keeping an accurate record of all financial matters, both income and expenditures of the Council and student organizations.
2. The Treasurer shall be responsible for preparing financial statements at the request of the Council, but he shall be required to submit a financial statement at the end of each month.
3. The Treasurer shall be the Chairman of the Finance Committee.
4. The Treasurer shall perform such other tasks as designated by the President; and he shall also have such other powers and duties as provided for in these bylaws.

Article IX. — Committees

Standing Committees of the Council shall be:
Section A. The Finance Committee.

1. The Student Council Treasurer shall be Chairman of the Finance Committee.
2. The Finance Committee shall have the power of review over all proposed budgets of any Council committee or Student organization.
3. The Finance Committee shall recommend to the Council any necessary appropriation or reappropriation of fees.
4. The Finance Committee shall recommend to the Treasurer any necessary increase in the Student Activities Fee.
5. The Finance Committee shall assist the Treasurer in the preparation of the annual budget for presentation to the Student Council.

Sect. B. The Activities Committee.

The Activities Committee shall plan and carry out social activities sponsored by the Student Council for the benefit of the Student Body. This committee shall select a suitable faculty sponsor who shall supervise the committee in carrying out the plans for the Council.

Sect. C. The Campus Affairs Committee.

This committee concerns itself with Student problems on the campus. Such examples are campus parking, student social facilities, and student complaints. It makes recommendations concerning these areas to the Student Council.

Sect. D. The Student Assembly Committee.

The Student Assembly Committee is responsible for the arranging of programs for the Thursday Student Assembly.

Sect. E. The Honor System Committee.

The Honor System Committee studies the workings of the Mitchell Honor System. It is charged with conduction of an orientation program for all candidates to the judicial councils and recommends changes in the student judicial system.

Sect. F. The Orientation Committee.

The Orientation Committee works with the Administration and Faculty to evaluate and improve the orientation program at Mitchell and to recommend changes which would make the program more meaningful and effective.

Sect. G. The Secretariat.

The Secretariat is responsible for the typing, mimeographing, mailing, filing, and telephoning which enables the Student Government to function effectively. (Candidates for the Secretariat should be experienced typists.)

Sect. H. The Elections Board.

The Elections Board conducts fall and spring elections and all special referendums and elections. It hears disputes and makes rulings on all controversies arising under the

General Election Law. It shall be composed of the members of the Honor Council and two apponted members. The Honor Council shall count all votes and provide one member to be present at the voting box.

Article X. — Advisor

The Advisor of the Student Council shall be appointed by the Administration.

Article XI. — Rules of Order

Robert's Rules of Order, Revised Edition, shall be the parliamentary authority of all Council meetings. A Parliamentarian shall be appointed by the President.

Article XII. — Amendments

Sect. A. These bylaws may be amended by a two-thirds vote (2/3) of the entire Council membership, provided that the proposed amendment is posted at least one week in advance of the meeting, and has been approved by the Advisor.

Sect. B. No portion of the bylaws may be suspended except by a two-thirds vote (2/3) of the entire Council.